

Form C-31  
Rev. 02-04-19  
Page 1 of 2

Proposed Subcontractor: \_\_\_\_\_ Vendor No.: \_\_\_\_\_

\*Total quantities and/or the unit price being sublet cannot exceed the contract quantity and/or the contract unit price. An explanation shall be provided if the quantity and/or unit price shown is less than the contract quantity and/or unit price.

Total on this Page:	\$
Total on Supplemental Pages:	\$
Grand Total Requested:	\$

Contract ID No.: \_\_\_\_\_

Sublet No.: \_\_\_\_\_

Dept. Use Only

As an authorized representative of the below listed subcontractor, I certify that the actual subcontract agreement for which this sublet approval request is made contains the stipulations in the “Required Contract Provision Federal-Aid Construction Contracts.” (If contained in the contract for the above listed project). I have reviewed, understand, and agree to comply with these stipulations.

Name of Subcontractor

Address

City, State, and Zip

Phone Number

Print Name

Signature (Officer of Subcontractor)

Title

Date

Please Check Appropriate Certification:

DBE Certified

SWAM Certified

NON-DBE/NON-SWAM

DBE Certification #

SWAM Certification #

As an authorized representative of the prime contractor, I certify that this sublet meets and is in accordance with the requirements of the contract for the above project between the undersigned contractor and the Commonwealth of Virginia/ Virginia Department of Transportation. I certify that the actual subcontract agreement for which this sublet approval request is made contains the stipulations in the “Required Contract Provisions Federal-Aid Construction Contracts”. (If contained in the contract for the above listed project).

Name of Prime Contractor

Address

City, State, and Zip

Phone Number

\$  
Actual Amount of Subcontract

Print Name

Signature (Officer of Prime Contractor)

Title

Date

VDOT Approval of Contractor’s Subletting Request

RECOMMENDED FOR APPROVAL

APPROVED

Signature of District Engineer (or Designee)

Date

Signature of District Engineer (or Designee)

Date

Total amount of approved sublets to date including this sublet: \$

Total percent of original contract value sublet including this sublet: %